

Virus Tracker

Web EHSdesk™ provides a fully integrated suite of web-based software applications designed to support administrative, operational, and business process information management associated with Environment, Health, and Safety (EHS).

The **Virus Tracker (VIRUS)** application tracks and maintains Virus Incidents (Quarantine, Tests, Vaccines, Hazard Reports). Virus Tracker manages detailed information for each case/incident in a secure manner. Virus Inspections (for screening questions or hazard exposure controls) can be logged by individuals or inspectors. Integrated actions needed for Virus Incidents/Inspections are managed in the Corrective Action Request (CAR) application. Exposure Hazard Assessments can be detailed for Virus Controls in place or planned.

Features and Functionality

- Simple web forms available for adding a Virus Incident (Quarantine, Vaccine, Test, Hazard Report) with the ability to upload a file (such as a Vaccine Card image or Test Result).
- No logon required Self report Vaccine status or COVID Hazard (with anonymous capability) pages.
- Customizable Virus Checklist(s) with suggested questions provided.
- Hazard Risk Assessment per job/process to detail Exposure Controls.
- Additional details included per incident (e.g. testing results, hospital stay data, incident categorization, etc.).
- Quick and easy ability to log Virus Screening Question results and view "My" checklist with Administrative Oversight.
- Inspection Plans with generated schedule available.
- Incident Quarantine and Inspection Findings managed in the CAR application.
- Typical users include HR/Medical/EHS personnel and all employees for Virus Screening Questionnaires.

Benefits

- Ensures well-maintained, useful, and reportable Virus Case/Vaccine/Hazard-Controls data.
- Provides Self Reporting to ease the HR data entry burden.
- Streamlines the Virus Checklist Screening/Inspection process by providing electronic tracking capability.
- Reduces risk of penalties for non or under-reporting.

Reports

- Ad hoc reporting is available using a flexible search window with multiple filters; query results can be printed/saved to an Excel™ or Acrobat™ format.
- Summary and Metrics reports/charts available for Virus Incidents, Inspections, or Hazard Assessments.
- E-mail notification to action owners upon initial creation and weekly to remain apprised of status with weekly notification to Supervisors with pending employee return to work dates.

Edit Virus Quarantine Incident - Details

Complete the fields below to edit the details for a Virus Incident.

Incident Details

Incident No.: 1194 Incident Date/Time: 01/11/2021 10:51AM
 Incident Type: EE_Sick Incident Location: Facility East

Incident Person:
 Name: Testler, Joe Original Supervisor: Safety, Sam
 Original Org: DEPT: 3010 Assembly Ops Employee ID: Joe Testler
 Hourly/Salary: Hourly Salary Shift: Not Provided
 Full/Part Time: Full Time Part Time Contractor: Yes No
 Age Group: 50-59

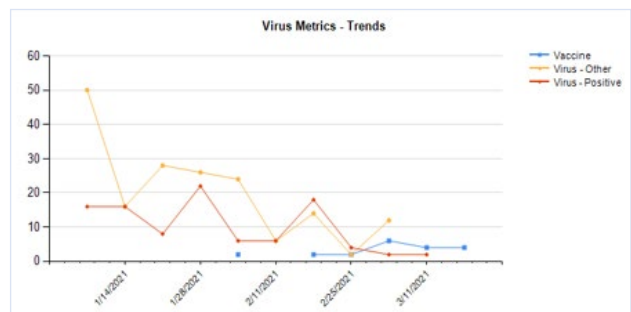
What Happened: Employee exhibited symptoms - loss of taste - had positive test result - admitted to the hospital with breathing difficulty

Nature of Incident: Covid-19 **Disposition:** Hospital - Non-ICU
Source of Incident: Community Spread
Test Type: Virus Test - Positive
Testing Location: State Park - parking lot
Medical Facility: Wintham Community Memorial Hospital

General Comment:

Case:
 Work Related: Yes No Case Number: WIND-123
 Admission Date: 01/13/2021 Discharge Date: 01/15/2021
 #Days: 2
 Serious Incident: Finance/Payroll Notified:
 Leave Type: Leave With Pay Wage Replacement: Sick Time:

Reported By: Cullie, Betsy Reported Date: 01/15/2021
 History: Show Corporate Reporting Site



COVID-19 Checklist

In an effort from the COVID-19 task force to ensure everyone is doing a daily self-check, the following is a daily self-monitoring checklist.

Please answer the questions below. If the answer is Yes to questions 1-4 or No to question 5 - fill in the nonconformance description and - click the Save and Exit button and follow the instructions for next steps.

Question 1 of 8

Temperature Check: If Yes, inform supervisor and don't come to work. Contact your health care provider

IS TEMPERATURE GREATER THAN OR EQUAL TO 100 °F (37.8 °C)?

Yes No

Nonconformance Description: _____

Integration Points

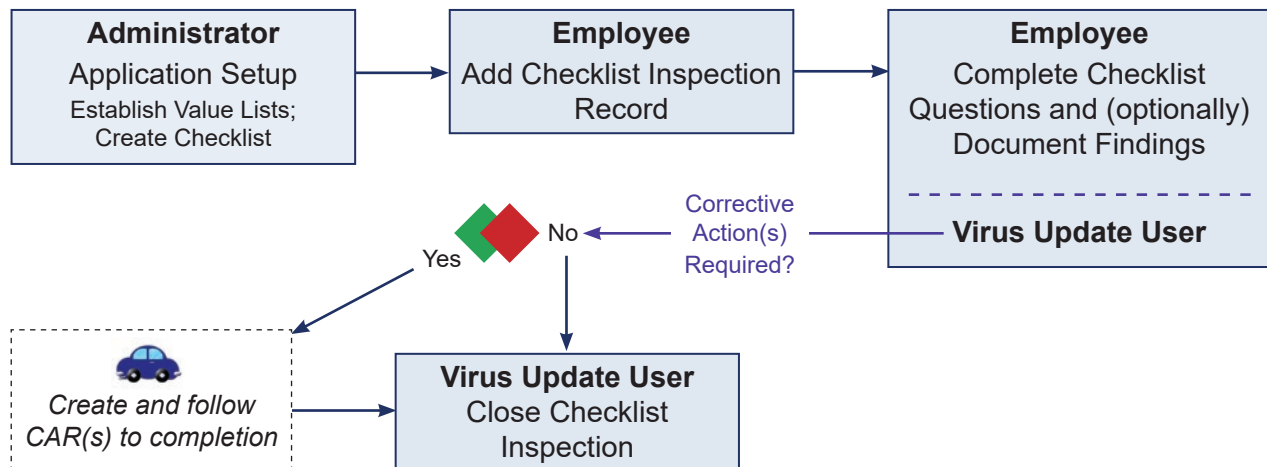
- EHSdesk **Admin**: associates virus records with company master data sources (people, organizations, locations).
- EHSdesk **Corrective Action Request (CAR)**: links to the CAR application, where CAR is created for each incident or optionally for an inspection finding.

Compliance

Facilitates compliance with Local, State, and Federal health recommendations.



Virus Inspection Process Flow



Virus Incident Process Flow

